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WAR FOOD ADMINISTRATION Office of Distribution Western Union Building Atlanta 3, Georgia



CIVILIAN FOOD REQUIREMENTS DIVISION MEMORANDUM NO. B-3

Supplement 2

August 19, 1944

To:

District Representatives

From:

Russell H. James, Chief

Civilian Food Req uirements Division

Subject: Distribution of Commodities Under Canning Program

This memorandum is intended to amend the procedure for reporting and checking claims of school lunch canning sponsors in instances where part of a shipment is utilized in fresh form.

When commodities are shipped to a canning program sponsor, it may sometimes be desirable to use part of the shipment in fresh form in school lunch programs currently in operation. This is permissible; however, in order to account for all commodities received, as required by previous instructions, the sponsor should obtain delivery receipts from agencies receiving fresh commodities and attach copies of such receipts to all copies of the claim form FDA-727. The information on these receipts, together with figures in items 2(b) and 2(c) should account fully for the quantity reported as received in item 2(a).

Likewise, where circumstances are warranted by virtue of having a sufficient number of schools operating to fully utilize a complete car of commodities in fresh form, distribution in this manner may be made.

It is, of course, necessary that agencies or schools receiving fresh commodities have an agreement with the Office of Distribution on Form FDA-540. The agency having the Direct Distribution agreement is also required to submit monthly report FDA-541.

Approved: Haun 7 Laukau - Assistant to the Regional Director

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